

## Urine Specimen Collection

### General Guidelines for collection of Urine Specimens

(For specific urine specimen collection, refer to TEST MENU)

- ◆ All urine specimens should be clearly labeled and delivered to the Central Processing Area. A specimen transmittal, a back-up requisition (in case of a computer down), or an outpatient requisition must accompany each specimen brought to the laboratory.
- ◆ Each urine container must be labeled with the following information: patient's name, age, sex, room number (location), hospital number (Medical Record Number), attending physician, test or tests requested and date and time of collection.
- ◆ One of the following collection methods should be circled on the label: "V" (voided); "C" (catheterized); "CCMS" (clean catch midstream), or 24-hour. Be sure to give the patient or responsible person complete instructions for the collection of CCMS and 24-hour urine specimens.
- ◆ Routine Urinalysis: Specimens for routine urinalysis should be received in the laboratory within 2 hours of collection. If delayed, specimens should be refrigerated.
- ◆ Timed Urine Specimens (12-hour, 24-hour, etc.): Obtain a clean gallon container from the Laboratory's Central Processing Area when a preservative is needed. If a preservative is not needed, obtain the container from Receiving and Stores. Offices can obtain the appropriate container by calling the Client Services Representatives at 491-6000.
- ◆ Collect all timed specimens on ice.

### General Guidelines for Clean Catch Mid-Stream Urine

**Equipment:** Vacutainer Urine Collection Kit:  
 Plastic collection container                      Yellow top tube  
 Gray top tube with preservative                Towelette

#### Procedure:

1. Explain procedure as careful instructions increase likelihood of proper specimen collection.
2. Cleanse with towelettes.

**Female** - may sit on bedpan or toilet seat.

- a. Hold labia apart and cleanse one side with towelette with one downward stroke toward rectum - discard towelette
- b. Cleanse other side of labia in same manner - discard towelette.
- c. Cleanse down center of vulva - discard towelette.

**Male** - may be given clean urinal.

- a. Hold penis in upright position and retract foreskin. Replace foreskin after specimen collected.
- b. Allow first urinary flow to escape. First portion of urine washes out urethra and contains debris.
- c. Collect mid-stream urine specimen in sterile container. Do not touch inside of container or lid.
- d. Allow patient to finish voiding. Do not collect last part of urine flow.
- e. Within 15-20 minutes of voiding, peel back protective safety label and push gray top tube into recessed channel in cup lid. Hold until flow stops. Gray top tube is used for urine culture only.
- f. Remove gray top tube and invert several times to dissolve preservative.
- g. A red top conical tube should be used if further tests are needed (i.e., urinalysis) if subsequent urine tests are needed, use red top vacutainer tubes.
- h. Red top tube in vacutainer kit is appropriate for CMV culture, Legionella, Histoplasma Antigen, and AFB culture.
- i. However, separate tubes are needed for urinalysis but may also be used for other tests if UA is NOT needed.
- j. Gray top tube should be used for urine culture ONLY.
- k. Reseal label on cup lid.
- l. DO NOT send the collection cup through the tube system.
- m. Label each test tube and attach pick-up slip.
- n. Send to lab via pneumatic tube system or courier service pick-up schedule. Be sure tubes are securely packed to prevent breakage in the tube system.

**PATIENT INSTRUCTIONS FOR COLLECTING TIMED/24hr URINES**

A diagnostic test has been ordered to determine specific factors from the urine. For the test to be accurate, your urine must be saved for 24 hours. Drink normal amounts of liquids during the urine collection. On the day of the test:

1. Empty bladder when you first get up in the morning. **DISCARD** this Urine. Record the time on the container.
2. From that time, save all urine up to and including the first morning specimen at the end of the 24 hours ( or other designated time period). During collection and until the specimen is brought to the laboratory, the urine should be refrigerated or kept on ice(in a bucket).
3. Record on the urine container, the time the last part of the specimen was collected.
4. Be careful not to deposit toilet tissue in the specimen or allow it to become contaminated with fecal material.
5. If the container has a preservative, (orange sticker or written), handle the container with caution. Specific instructions are available on the yellow label, and/or by calling the laboratory.
6. Bring the container with the urine to the laboratory as soon as possible. As a part of some tests, a blood sample must also be collected. Check with the laboratory to verify that a sample is not needed.
7. After hours please call 317-491-6000.

**PATIENT INSTRUCTIONS FOR  
RANDOM CLEAN CATCH MID STREAM URINE COLLECTION**

**Female Collection**

1. Wash hands thoroughly with soap and water. Dry with paper towel
2. With one hand, spread genital skin folds apart.
3. Using antiseptic skin towelette, wash vulva, wiping from front to back
4. Discard towelette
5. Repeat, wiping from front to back.
6. Void first portion of urine into toilet.
7. Void midstream portion into sterile container. Do not touch the inside of the container.
8. Stop collection when container is about half full, complete void into the toilet.
9. Screw cap on container.
10. Wash hands
11. Give sample to lab personnel.

**Male Collection**

1. Wash hands thoroughly with soap and water. Dry with paper towel.
2. Pull back foreskin, if uncircumcised and cleanse glans penis with antiseptic skin towelette.
3. Void first portion of urine into the toilet and then void the midstream portion into the urine container. Do not touch the inside of the container.
4. Stop collection when container is about half full, complete void into the toilet
5. Screw cap on container
6. Wash hands.
7. Give sample to lab personnel.